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3 February 1961

MEMORANDUM FOR: Assistant Director, Research and Reports
THROUGH : Chief, Administrative Staff
THROUGH : Chief, Intelligence Information Staff
THROUGH : Chief, Requirements Branch

SUBJECT : Report of Travel [redacted]
[redacted]
[redacted]

7 November - 18 November 1960

1. Purpose

The tour of [redacted] both at Headquarters and the two Field Offices, was arranged to provide the ORR Requirements Officer with detailed orientation and briefing on [redacted] activities. Such a tour enables the Requirements Officer to assess better the potential of [redacted] sources for economic and geographic information, to improve the quality of requirements levied on [redacted] to improve the consumer-collector relationship, and to provide guidance to the Field Offices on areas of ORR interest.

2. Activities

The purpose of the training orientation was fully realized. Four days were spent at Headquarters in discussions with all components on a scheduled basis. Fortunately, I underwent the orientation with a recent transfer [redacted] from the DD/P and a [redacted]

Four days were spent at the [redacted] Field Office where everyone was most cooperative. On the first morning, time was allotted me by the Field Chief to meet and brief the staff of [redacted] on the purpose of the visit and ORR's organization and general requirements. A valuable group discussion followed dealing with requirements and the Notice of Intelligence (NIP) system. After this meeting, I was able to talk

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